

**HAMILTON COUNTY AIRPORT AUTHORITY**  
**JUNE 7, 2007**

The Hamilton County Airport Authority met on Thursday, June 7, 2007 in the Hamilton County Government and Judicial Center, One Hamilton County Square, Noblesville, Indiana. The Airport Authority met in Executive Session in Conference Room 1A at 6:00 p.m. President Don Silvey called the public session to order at 6:47 p.m. Secretary Kim Rauch called Roll and declared a quorum present of Allyn Beaver, Tom Kapostasy, Ted Moran, Don Silvey, and Tim Tolson.

**Approval of Minutes**

Kapostasy motioned to approve the minutes of May 3, 2007. Tolson seconded. Motion carried unanimously.

**Executive Session Memoranda**

A. Beaver motioned to approve the Executive Session Memoranda of June 7, 2007. Moran seconded. Motion carried unanimously.

**Public Comments [6:49:35]**

Westfield Fire Department

Mr. Jason Lemons, Westfield Fire Department, requested funding in the amount of \$5,500, to send three (3) firefighters to Texas A&M to be certified in Aircraft Rescue and Firefighting. Westfield Fire Department runs a mutual aid agreement with Zionsville and Boone County and would be the first on the scene to handle any aircraft incidents. Silvey asked when is the training and when do you need an answer? Lemons stated they would like to attend in the Spring of 2008. Mr. Darren Murphy asked when are the applications due? Lemons stated in the Fall of 2007. Lemons stated they applied for FEMA (Federal Emergency Management Agency) grants but did not receive the training grant. Moran stated he has heard that Westfield purchased a foam truck? Lemons stated he is not aware of that, they did purchase two (2) pumper rescue trucks and have the capability to pump foam from a bucket. Moran stated this is a safety issue for us and recommended the board look favorably on this request. Moran stated we should have a letter of agreement with the Westfield Fire Department that they respond. Lemons stated with the mutual aid agreement if the tones go off and another fire department is closer they would respond. Murphy asked if that is done by interlocal agreement? Lemons stated yes, mutual aid is if I need you I will call; automatic aid is I need you lets respond. Silvey stated we will consider the request.

**Committee Reports**

Community and Public Relations

Tolson requested permission to move forward with an expenditure of the \$20,000 Hamilton County Visitor and Convention Bureau Grant for signage for the airport and printing airport brochures. Costs are: signs - \$17,216; printing - \$2,000. Moran motioned to proceed. A. Beaver seconded. Motion carried unanimously.

Capital Improvements

Silvey stated some of the parallel taxiway paving problems have been solved and they are making progress.

Site Development

Moran stated he has been attending Chamber of Commerce meetings and economic development meetings, especially in Westfield. He is sensing a growing excitement regarding the airport operations.

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**Indianapolis Executive Airport**

2008 Operating Budget

Andrea Montgomery presented the preliminary 2008 budget for Indianapolis Executive Airport and a written report from Willow Marketing.

Insurance Quote

A. Montgomery requested the President's signature on an application for a insurance quote.

Birthday Party

A. Montgomery stated planning for the 50<sup>th</sup> Birthday Party is going great. She will need a spokesperson from the Airport Authority to handle the newspaper and television interviews.

Race Traffic

A. Montgomery stated they had increased Indianapolis 500 Race traffic at the airport this year.

Westfield Fire Department

A. Montgomery stated they have had a couple of gear-up incidents at the airport and Westfield Fire Department is always the first to respond. They meet with the fire department on an annual basis to review security procedures. They are working on a emergency response plan with Westfield, Carmel, Zionsville, and Boone County. Moran asked if a letter of agreement is going to be prepared? A. Montgomery stated there is a local letter of agreement that exists between Westfield and Zionsville. The airport is in Union Township and the fire protection is currently from Worth Township by interlocal agreement with Union Township. As of July 1, 2007 Union Township will be covered by Zionsville. Moran asked if Montgomery is a third party or initiating party to that agreement? A. Montgomery stated no, it is between the townships. Moran stated we are talking about access to the airport through the fence. A. Montgomery stated they all have keys to the airport gates. The fire departments request a key from the security company; Westfield has a key and as of July 1 Zionsville will have a key. Moran stated he thinks the Montgomery's or the Board should be party to that agreement. A. Montgomery stated she does not have the authority to sign such an agreement. Darren Murphy stated that agreement is between governmental entities. Murphy will request a copy of the agreement for review. Moran stated if we had an operating control tower they would be the party to agree with access to the airport; from a federal standpoint nobody is supposed to be on airport property unless they are authorized. It sounds to him that if there is a fire at the airport, let's go as opposed to who is responsible. Moran stated it is also a question of who the designated responder is and who would be the coordinator between the parties.

2008 Indianapolis Executive Airport Draft Budget

Silvey stated the proposed 2008 Indianapolis Executive Airport operating budget is submitted to the county council along with the airport authority's budget. The county council does not approve the airport budget; it is a function of this board. Kapostasy asked why the T-hanger rent is going down from \$31,000 to \$26,000? A. Montgomery stated they are not nice T-Hangers; she has a lot of open T-hangers for rent. Kapostasy asked if the income for 2007 will be closer to \$26,000? A. Montgomery stated yes. Kapostasy motioned to approve the operating budget for Indianapolis Executive Airport

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and forward to county council for their review. Tolson seconded. Motion carried unanimously.

### Fuel Farm

Dan Montgomery stated the fuel farm has been inspected by Add Fuel and they would like to see a hand pump on the 100 Octane and Jet-A to hand pump to the bottom of the tank. D. Montgomery will get quotes to be presented at the next meeting.

### Driveway Drainage

D. Montgomery stated the drainage ditch along the driveway entrance to the airport is filling in with dirt. Woolpert will check it.

### **Woolpert Engineering Report**

#### AIP-13

Chris Snyder stated he has spoken with Sandy Lyman of the FAA to add the Localizer replacement and Glideslope relocation included in AIP-13. The FAA has a policy that does not allow Localizer or facilities and equipment replacement in existing grants of this nature. They are not AIP eligible. The FAA Facilities and Equipment (F & E) division is responsible for these type of projects; Sandy Lyman has notified F & E and will try to get the Localizer and Glideslope on the list.

#### Div "A" – Poindexter

Poindexter has completed all of their work on the parallel taxiway. They have also been working on a final change order for seeding. Woolpert has resolved all major payment issues with Poindexter except one; Poindexter and Shelly & Sands are attempting to resolve the issue between them. Poindexter has indicated they will pay Beals for the crop damage. Working days are still being negotiated; there will likely be no liquidated damages.

#### Div "B" – Shelly & Sands

All asphalt work should be completed this evening. The taxiway should be open by the birthday party.

#### Div "C" – Michiana

Michiana is expected to start work within the next two (2) weeks. This will be work on the Glideslope but will not be shutting off the Glideslope. Electrical work should be completed by the end of June with the project being put on hold until we get the approach plate.

#### Summary of Costs – Parallel Taxiway

There were pavement issues on the parallel taxiway and a change order in the amount of \$55,000 was approved. The work was completed at a cost of \$30,000. Currently the project difference would be an increase of \$85,000. Woolpert has notified the FAA that we will need a grant amendment in this amount.

Snyder requested approval of Change Order #2 for Shelly and Sands in the amount of \$55,080 for full depth patch repairs. Tolson motioned to approve Change Order #2. Kapostasy seconded. Motion carried unanimously.

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Snyder requested approval of Poindexter Change Order in the amount of \$5,543.37 for underdrain, aggregates, stone, pipe, sidewalk, sign, and miscellaneous contingent on INDOT and FAA approval. Snyder stated this is a negotiated agreement between Woolpert and Poindexter. Poindexter has not signed the agreement but he would like to get the agreement to INDOT and the FAA for approval as soon as possible. Snyder stated Poindexter has submitted a pay request that includes these items. Kapostasy motioned to approve the change order subject to FAA approval and subject to FAA approval of the payment of the claim. Moran seconded. Motion carried unanimously.

Snyder requested approval of a change order for Woolpert in the amount of \$10,000 for grant administration and engineering work on the pavement repair. Kapostasy motioned to approve the Woolpert Change Order in the amount of \$10,000. A. Beaver seconded. Motion carried unanimously.

### FAA Pay Request

Snyder requested approval of FAA Pay Request #6 in the amount of \$79,277.80. Kapostasy motioned to approve the pay request to Poindexter in the amount of \$68,977.80 and Woolpert in the amount of \$10,000. Moran seconded. Motion carried unanimously.

### Woolpert Invoice

Snyder requested approval of a Woolpert Invoice in the amount of \$3,576.25 for general services. A. Beaver motioned to approve. Kapostasy seconded. Motion carried unanimously.

### Stormwater Pollution Prevention Plan

Snyder stated the Stormwater Pollution Prevention Plan (SWPPP) test results have come back. This is for the Rule 6 application and the airport's requirement to fulfill.

Brad Beaver asked Snyder how much has been spent on the airport since Hamilton County acquired it? Snyder estimated \$10 million.

## **New Business**

### 2008 Budget

Silvey presented the proposed 2008 Airport Authority county general budget. Silvey stated the county's Cumulative Capital Improvement fund has historically had \$300,000 appropriated to pay off the mortgage. In 2008 only \$100,000 will be needed to complete the purchase of the airport. The county general budget has included a line item for interest on the purchase agreement, which was reduced. Silvey has requested a new line item in the county general budget for Operations Plant Improvements in the amount of \$200,000 (the balance from the Cumulative Capital fund). Silvey increased the overtime line item to \$4,800, per the Auditor's office. The total 2008 budget is \$282,200.

A. Beaver motioned to approve the submittal of the 2008 budget and capital improvement list to the Hamilton County Council. Kapostasy seconded. Moran asked the Board to consider the fact that the list represents a lot of construction with a lot of activity at the airport, most of it done during the daytime during high traffic periods. Moran stated he is not sure how you would rate the initiation of a control tower; typically a control tower controls vehicles back and forth on the movement area. Without somebody in charge vehicles that are not under radio control would be tempted to cross a runway or taxiway in front of an aircraft. Moran suggested the control tower be moved up to third or

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fourth on the capital project list because of a safety issue. The big push by the FAA at this time is programs to prevent runway incursions. Silvey stated the first three items on the list: airport master plan, localizer replacement, runway crack seal, and environmental assessment for the runway extension were aimed at what could be done immediately. From there on the items on the list came straight from the CIP (Capital Improvement Program). Snyder encouraged everyone to continue with their desire of what they want to see on the CIP, but understand the realistic aspect of the executing process. Within the FAA they have certain purpose and needs and the first thing they will do is find out where our non-compliance issues are. They will use the new master plan to determine where the non-compliance issues are at the airport. They may force those projects in front of any other projects the board. Kapostasy clarified that Silvey is requesting the board's ranking on how we would see these projects in presenting it to the county council in prioritization today with respect to their consideration which is a different than the exercise we do in December for submittal to the FAA. Silvey stated correct. Motion carried unanimously.

**Land Acquisition**

Kapostasy motioned to authorize the President to make a land acquisition funding request from the Hamilton County Council from the discussion in Executive Session this evening. Tolson seconded. Motion carried unanimously.

**Legal Counsel Report [7:49:49]**

Darren Murphy clarified that he is to review the interlocal agreement between Westfield and Zionsville for fire response for the next meeting.

**Next Meeting** – July 12, 2007 at 6:30 p.m.

**Hamilton County Visitor and Convention Bureau Grant**

Silvey asked Tolson what the status of the Hamilton County Visitors and Convention Bureau grant is. Tolson stated Willow Marketing is working on the grant application; the application is not due yet.

Silvey adjourned the meeting. [7:53:28]

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**Present**

Don Silvey, President  
Tom Kapostasy, Vice President  
Tim Tolson, Board Member  
Ted Moran, Board Member  
Darren Murphy, Attorney  
Chris Snyder, Woolpert  
Mike Evans, Woolpert  
Kim Rauch, Secretary  
Andrea Montgomery, Montgomery Aviation  
Dan Montgomery, Montgomery Aviation  
Ray VanSickle  
Jason Lemons, Westfield Fire Department

Approved

Attest

\_\_\_\_\_  
Don Silvey, President

\_\_\_\_\_  
Kim Rauch, Secretary

Date: \_\_\_\_\_

Date: \_\_\_\_\_